



LEROY D. BACA, SHERIFF

County of Los Angeles
Sheriff's Department Headquarters
4700 Ramona Boulevard
Monterey Park, California 91754-2169



June 15, 2006

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
Los Angeles, California 90012

Dear Supervisors:

**ADVANCE NOTIFICATION ON INTENT TO ENTER INTO NEGOTIATIONS WITH
CROUT & SIDA CRIMINAL JUSTICE CONSULTANTS FOR
JAIL SECURITY AND STAFFING AUDIT SERVICES AGREEMENT**

This letter provides advance notification to your Board that the Los Angeles County Sheriff's Department (Department) intends to enter into negotiations with Crout & Sida Criminal Justice Consultants, the sole respondent to the Jail Security and Staffing Audit Request For Information (RFI), for a service agreement for a system-wide County Jail Security and Staffing Audit. The intended term of the agreement will be for one year, with two twelve-month options, in any increment, to extend.

BACKGROUND

To enhance the security of the Los Angeles County Jail, the Department released a RFI in January 2006, on both the County's and the Department's web-sites, seeking a consultant to develop and complete a security and staffing audit. The results of this audit will help improve the Department's overall jail operations by establishing a security and staffing baseline for existing jails, as well as for the design of future jails. Only Crout & Sida Criminal Justice Consultants responded to the RFI before the deadline of March 3, 2006.

JUSTIFICATION

After verifying the references provided in the sole response to the RFI, it was determined that Crout & Sida Criminal Justice Consultants met all minimum requirements set forth in the RFI and possesses the required qualifications and experience for the work. It is expected that the audit will provide a written analysis of

A Tradition of Service

the overall workings of the County Jail, recommendations relating to policies and procedures, and recommendations to improve overall operations of the County Jail System.

FISCAL IMPACT/FINANCING

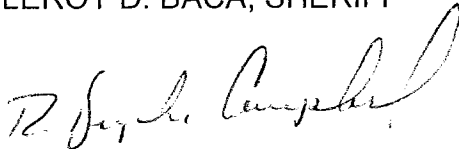
The estimated cost of this consultancy service is about \$400,000. It is expected that the audit will be completed in 12 to 15 months. The Department has identified funding in its annual operating budget and will continue to allocate funds for each subsequent optional year of the contract term, where necessary.

CONCLUSION

The Department will proceed with the contract negotiations in two weeks, and will file a request to approve a service contract unless otherwise instructed by your Board. Should additional information be required, your staff may contact Lieutenant David A. Walters at (213) 893-5096 or Contracts Manager Henry Yee at (323) 526-5223.

Sincerely,

LEROY D. BACA, SHERIFF

A handwritten signature in cursive script, appearing to read "R. Doyle Campbell".

R. DOYLE CAMPBELL
ASSISTANT SHERIFF